

WASHINGTON HISTORIC PRESERVATION COMMISSION

Regular Scheduled Meeting - Agenda

Tuesday October 7, 2014

7:00 PM

- I. Opening of the meeting**
- II. Invocation**
- III. Roll call**
- IV. Old Business**

V. Major Works, Certificate of Appropriateness

Major Works

1. A request has been made by the owner of 409-411 West Main Street to install a deck to the back of the Haven's Wharf annex.
2. A request has been made by the City of Washington to demolish the property located at 223 East Third Street to demolish the house due to hazardous conditions.
3. A request has been made by the owner of 126 North Market Street to install new exterior lights, install a new door on the side façade, install outdoor seating on the side façade, install new door at rear façade and enclose mechanical systems with a 6 foot shadowbox fence.
4. A request has been made by the owner of 164 East Main Street to replace windows with new vinyl windows, replace the roof at the rear of the property, and repair and expand the garage at the rear of the property.
5. A request has been submitted by the owner of 108 S. Market Street to install a handrail at the entrance of the property.
6. A request has been submitted by the owner of 324 East Second Street to construct a new garage, install a new 6 foot fence around the rear yard of the property, and remove one tree from the yard.
7. A request has been submitted by the owner of 710 West Main Street to construct a new screen porch at the rear of the property, replace several windows on rear of the property and remove two chimney's from property.
8. A request has been submitted by the owner of 189 West Main Street to construct a covered deck at the rear of the property, change several doors to windows, construct a roof deck, and construct an elevator shaft and stairwell on the roof of the property.

Minor Works

1. A request has been made by the owner of 722 West Main Street to replace the upstairs gas furnace and air conditioning unit, change out downstairs gas pack and change out the downstairs gas furnace and air conditioning.
2. A request has been made by the owner of 130 Van Norden Street to install a satellite dish on the property.

VII. Other Business

1. Scott Campbell
2. Design Guidelines – Fencing
3. New Design Guidelines

VIII. Approval of Minutes – September 2, 2014

VIII. Adjourn

MAJOR WORK

409-411 West Main Street

Install New Metal Deck

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 409 -411 W. Main St.

Historic Property/Name (if applicable): Havens Wharf

Owner's Name: BBL Ventures

Lot Size: 135 feet by 145 feet.
(width) (depth)

Brief Description of Work to be Done:

Add a deck to the back of the HW annex (new building). Same black metal materials as used on original building. No stairs needed, access by existing 2nd floor door. Also removal of (3) Crepe Myrtles @ waters edge that are obstructing view.

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| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Travis Stederson
(Name of Applicant - type or print)
127 Whitchard Lane, Choco. 2812
(Mailing Address) (Zip Code)
9.3.14 919.669.5053
(Date) (Daytime Phone Number)
[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

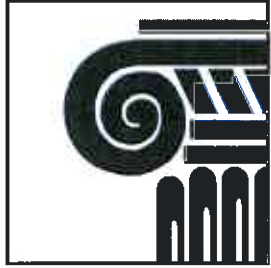
Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.











CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 409-411 West Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 409-411 West Main Street to construct a black metal deck at the rear of the property.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 7, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtongov.com

Adjoining Property Owners: 409-411 West Main Street

- Haven's Mill Properties, LLC
108 Hardy's Hill Lane
Edenton, NC 27932
- Pirate Properties Development, LLC
8737 Bald Eagle Lane
Wilmington, NC 28411
- Charles Major
404 W. Main Street
Washington, NC 27889
- Kimberly Melk
412 W. Main Street
Washington, NC 27889
- Elizabeth Morton
414 W. Main Street
Washington, NC 27889
- James Duncan
PO Box 609
Chocowinity, NC 27817
- Ronald Clark
334 W. Main Street
Washington, NC 27889
- Archie Jennings
328 W. Main Street
Washington, NC 27889

223 East Third Street
Demolish Due to Condition

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 223 E 3rd ST.

Historic Property/Name (if applicable): _____

Owner's Name: JAMIE BAKER

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

TO DEMOLISH STRUCTURE DUE TO
CONDITION. House is NOT SAFE TO be
OCCUPIED. House HAS BEEN CONDEMNED

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| (Date) | (Authorized Signature) |

ALLEN PITTMAN CITY OF WASHINGTON
(Name of Applicant - type or print)
PO BOX 1988 WASHINGTON
(Mailing Address) (Zip Code)
8/29/2014 (252) 975-9334
(Date) (Daytime Phone Number)
Allen Pittman
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

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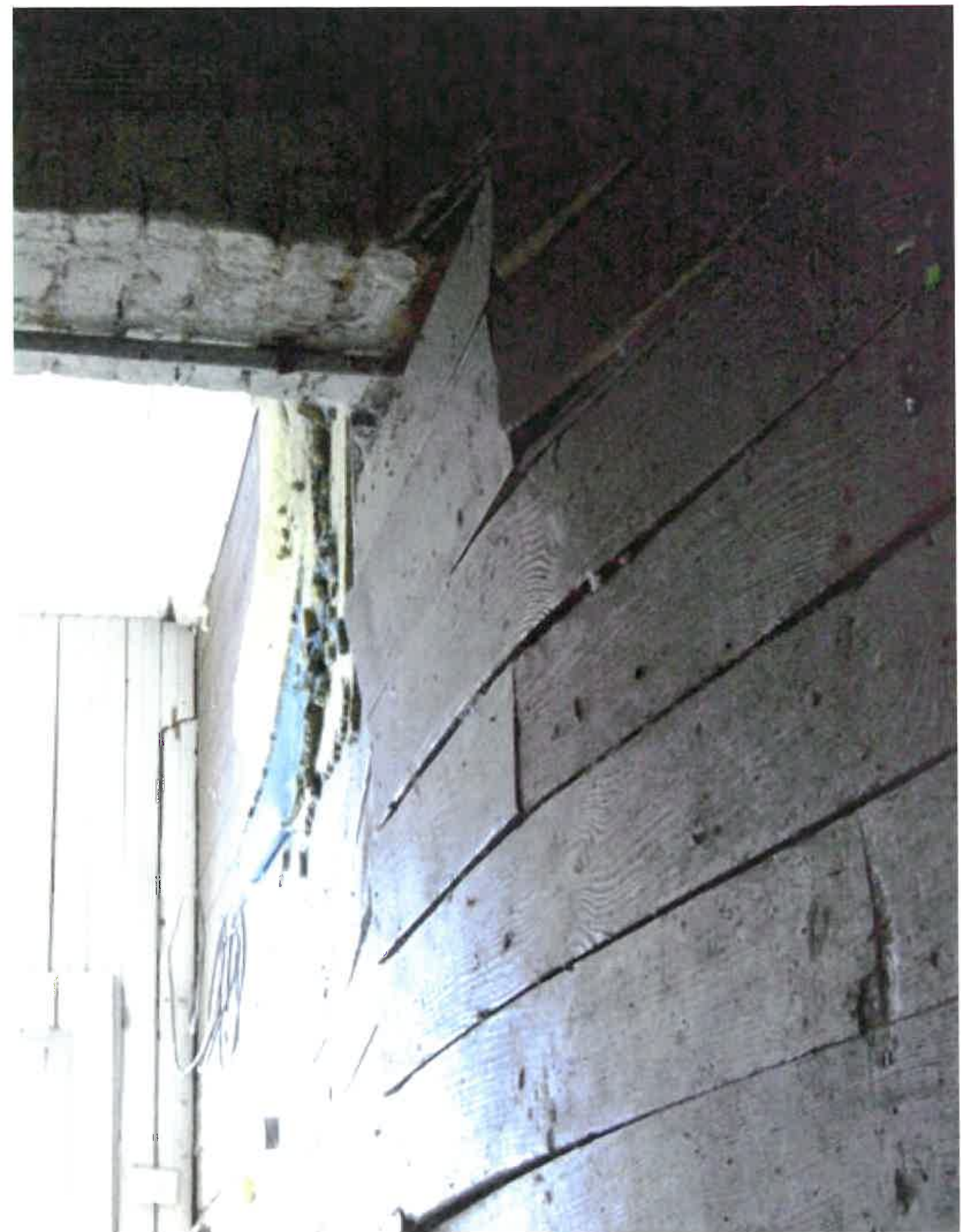
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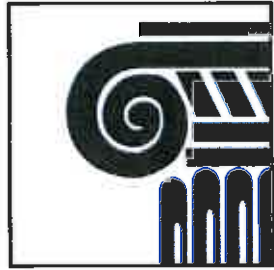












CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 223 East Third Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the City of Washington to demolish the property located at 223 East Third Street due to poor condition.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 7, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtongov.com

Adjoining Property Owners: 223 East Third Street

- Moore Muriel, Jr.
PO Box 82
Washington, NC 27889
- Linyear Woolard Heirs
135 Cremona Drive
Newport News, VA 23608
- Evelyne Roerson
402 Broad Creek Drive
Washington, NC 27889
- Louise Farris
PO Box 501
Washington, NC 27889
- Debra Freeman
220 East Third Street
Washington, NC 27889
- Lula Credle
226 East Third Street
Washington, NC 27889
- Caroline Cutler
1912 Bingham Court
Myrtle Beach, SC 29588
- Floyd Brooks
558 Barwick Drive
Washington, NC 27889
- Paul Arnold
22 East Second Street
Washington, NC 27889
- Guy Soloman
117 West 11th Street
Washington, NC 27889
- Jose Gonzalez
228 East Second Street
Washington, NC 27889

126 North Market Street

**New Exterior Lights, New Door on Side
Façade, New Outdoor Seating on Side,
New Door at Rear Façade, Enclose
Mechanical System with 6 Fence**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 126 N. Market Street

Historic Property/Name (if applicable): Old City Hall / DeMille Building

Owner's Name: Rachel J. Midgette

Lot Size: ~ 42.5 feet by 101.5 feet.
(width) (depth)

Brief Description of Work to be Done:

See attachments

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| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Rachel J. Midgette
(Name of Applicant - type or print)

322 Post Rd Bath NC 27808
(Mailing Address) (Zip Code)

9/18/14 252-495-2760
(Date) (Daytime Phone Number)

Rachel J. Midgette
(Signature of Applicant)

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(Minor Work Auth. Sig.) (Date)

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Attachment for 'Application for a Certificate of Appropriateness'

126 N. Market Street Washington, NC 27889

Description of work to be done

For the Front façade:

- ① → Install awnings over front 1st floor entry doors (Exhibit B). Awnings will have logo/signage on end cap & side(s).
- Install emergency lights as required by NC Building Code at doors. Lights to be located under awnings. (Exhibit C)
- Install decorative light fixture over center doorway above stairway. This is based on a photo from approx. 1900 showing a similar light fixture in the same place. (Exhibit C for photo and example of fixture chosen)
- Repoint brick masonry and repair front steps as needed.
- Repair, reglaze when necessary, and repaint existing windows.
- Paint front façade, trim, doors, handrails, and cupola.

For the side façade:

- ① → Provide new door to fill in existing masonry opening, which is currently boarded up. (Exhibit E)
- Remove overgrown shrubbery and re-landscape as needed. This area will be disturbed due to water line connections.
- Plant evergreen shrubs/plants around required RPZ 'hotbox'. (See site plan for location)
- ③ → Place café seating in side area between building and existing brick sidewalk. (Exhibit D)
- No paint will be applied on this side of the building, as original brick is not currently painted.

For the rear façade:

- ① → Repair & refurbish existing 3'-0" door.
- Provide new 4'-0" door in existing 6'-0" masonry opening, and brick in excess opening. (Exhibit E)
- Install awning over 3'-0" door. Awning to have logo on endcap. (Exhibit B)
- Install emergency lights as required by NC Building Code at doors. Lights to be located under awning where possible.
- Repair, reglaze when necessary, and repaint existing windows.
- ③ → Locate mechanical units and electrical cabinet in grassy area. Enclose with 6' high shadowbox board fence. (Exhibit D)
- Paint rear façade, trim, and doors.
- Add bike rack in grassy area near mechanical unit enclosure.
- Repair existing gutters to function correctly.

- Add seating to
gr

List of Exhibits

A - Photos of building as of August 2014

B - Awning example

C - Emergency & Exterior Lights example with historical photo

D - sidewalk seating examples, bike rack example, & fence example

F - Door example

G - Site plan



ADDRESS: 126 N. Market St.

TAX PARCEL NUMBER: 5675-88-5187

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 227 **NON-CONTRIBUTING NUMBER:**

CURRENT OWNER: City of Washington

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE:

WINDOW STYLE: upstairs: downstairs:

DOOR STYLE:

ROOF MATERIAL:

DESCRIPTION: Old Municipal Building and Firehouse. Important 2 story brick public building with open cupola. Elaborately corbelled façade with notable cornice and arched opening. Hood molds, pedimented frontispiece on brackets. Built 1884.

OTHER FEATURES: (i.e. fences, accessory building, etc.): Old City Hall

Exhibit A

North (Side) Elevation



West (Rear) Elevation

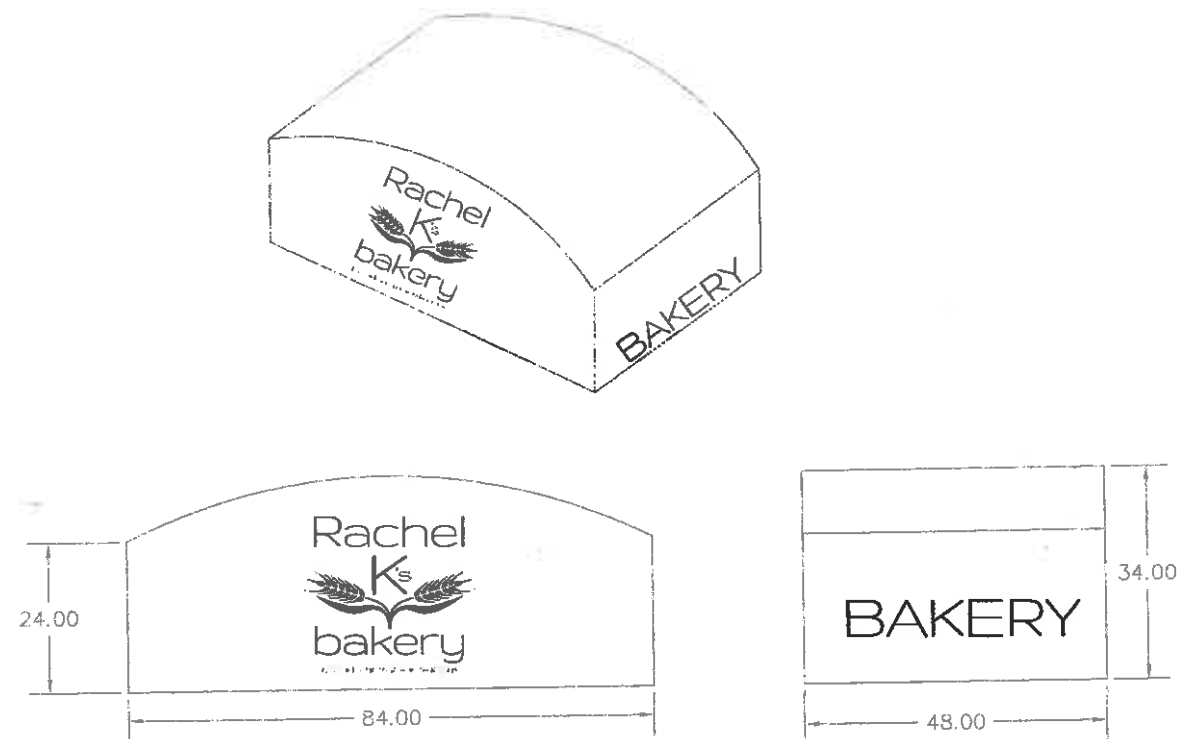


East (Front) Elevation



Exhibit B

Awnings – front & rear doors



Picture of awning example
(final color TBD)



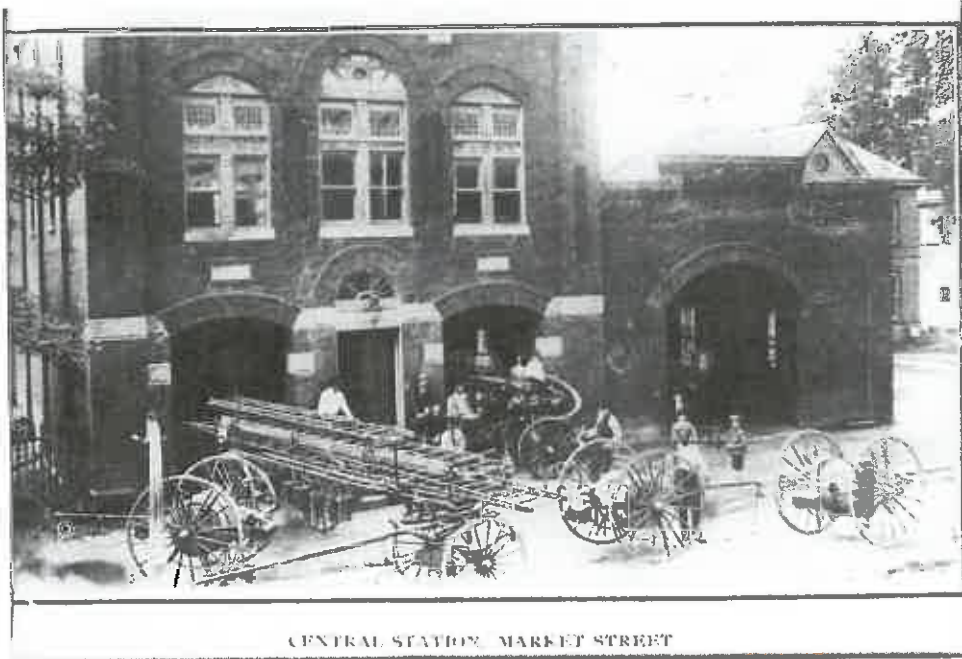


Exhibit C

Exterior light examples over middle door/steps

Galaxy 14.5



Portfolio Lunden 14



Galaxy 15



Acclaim Surrey



Exterior emergency lights

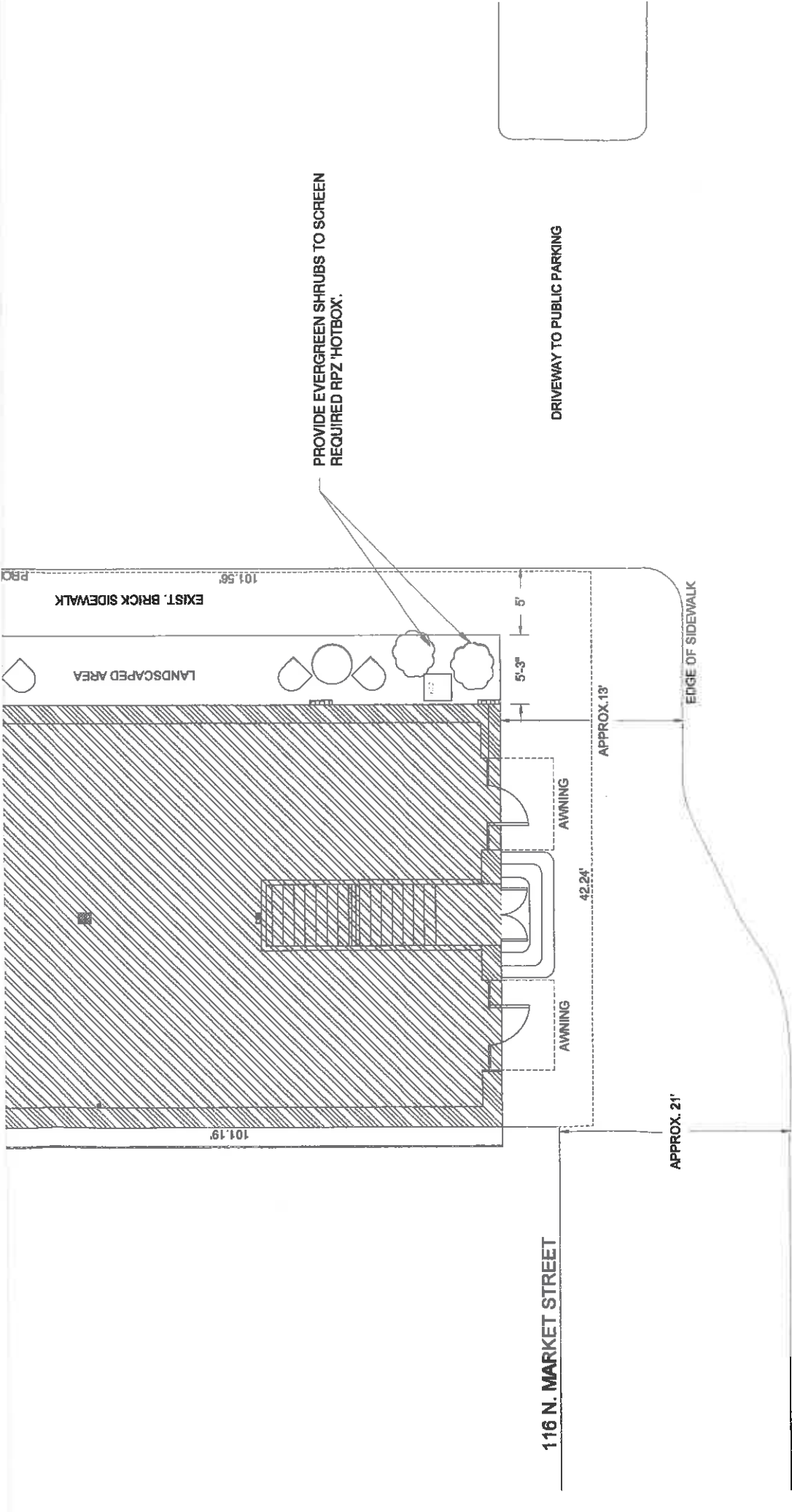


Exhibit D**Outdoor seating example:****Shadow box fence example:****Bike Rack example:**

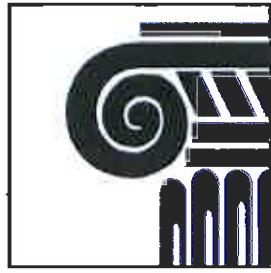
Exterior door example: rear kitchen & side 2ND floor:



Exhibit E



SITE PLAN
SCALE: 3/32" = 1'-0"



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 126 North Market Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 126 North Market Street to install exterior lighting, install two new doors, install outdoor seating at side façade, and enclose the mechanical systems with a fence.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

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Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtonnc.gov

Adjoining Property Owners: 126 North Market Street

- Greg Ward
503 Bay Lake Street
Chocowinity, NC 27817
- Beaufort County
112 West Second Street
Washington, NC 27889
- Keith Mason
PO Box 1945
Washington, NC 27889
- Stephen Graves
PO Box 430
Washington, NC 27889
- Select Real Estate Holdings
3600 Charles Blvd
Greenville, NC 27858
- Clarence Tetterton
PO Box 324
Washington, NC 27889
- Nancy McLendon
PO Box 1362
Washington, NC 27889
- Jesse Rawls
127 N. Market Street
Washington, NC 27889
- Betty Stewart
121 N. Market Street
Washington, NC 27889

164 East Main Street

**Replace Windows With New Vinyl
Windows, Replace Roof at the Rear of the
Property, Repair and Expand Garage at
Rear of Property**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 1164 E main

Historic Property/Name (if applicable): Styron House

Owner's Name: Richard + Leigh Gertz

Lot Size: 53 feet by 146 feet.
(width) (depth)

Brief Description of Work to be Done:

Paint Exterior + interior
Replace windows
Replace roof in rear over addition - create A
Repair fencing
Repair and Build Garage / Shop

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| <input type="radio"/> Staff Approval | _____ |
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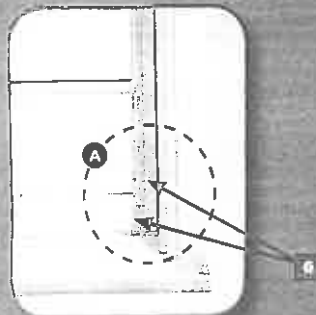
(Name of Applicant - type or print) _____
(Mailing Address) _____ (Zip Code) _____
(Date) _____ (Daytime Phone Number) _____
(Signature of Applicant) _____

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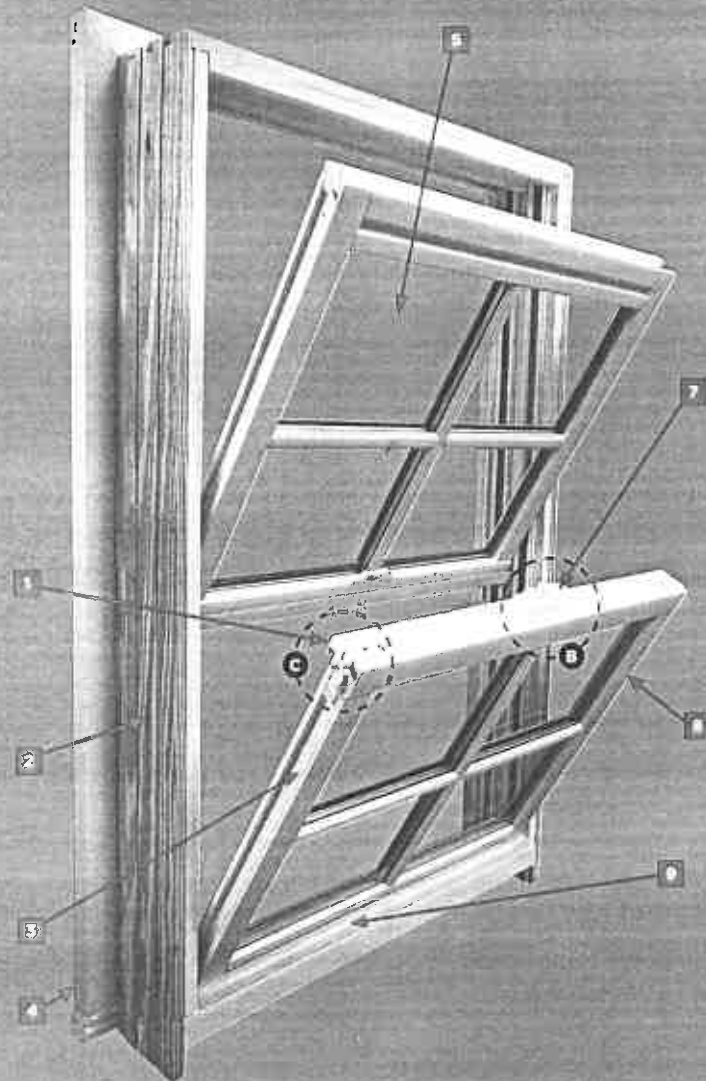
(Minor Work Auth. Sig.) _____ (Date) _____

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400 DOUBLE HUNG



EXTERIOR DETAIL

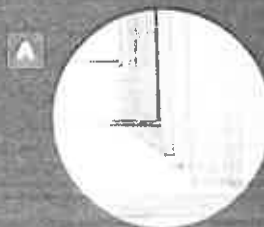


FEATURES

- 1 Robust interlock design for enhanced structural performance
- 2 4 1/4" jamb eliminate extensive drywall work
- 3 With standard compression balance system both sash tilt in and remove for safe and easy cleaning of exterior glass (shown with optional Easy Tilt sash system)
- 4 Low-maintenance cellular PVC exterior components and brick mould ready to accept acrylic latex paints
- 5 Energy-efficient Warm Edge insulating glass
- 6 Traditional wood designed stile and rail construction
- 7 Cam lock provides security and enhanced performance
- 8 Sash made from low-maintenance cellular PVC components ready to accept acrylic latex paints
- 9 Foam-filled bulb weatherstripping on bottom rail creates an efficient weather barrier



The style. The features. The value. Our 400 double hung wood/composite units feature sash and exterior components made from low-maintenance cellular PVC to help increase performance and resist rot. They are optionally configured with our Easy-Tilt sash system, which makes cleaning your windows virtually effortless. Our selection of exterior casing options and simulated-divided-lite (SDL) provide a historically accurate look to help enhance the beauty of your home.



Traditional wood designed stile and rail construction



Cam lock provides security and enhanced performance



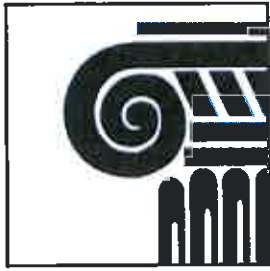
Robust interlock design for enhanced structural performance











CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 164 East Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 164 East Main Street to replace the existing windows with new vinyl, change the roofline on the back addition of the property, and repair and rebuild the garage at the back of the property.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 7, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtonnc.gov

Adjoining Property Owners: 164 East Main Street

- Patricia Lovely
144 East Main Street
Washington, NC 27889
- Richard Young
142 East Main Street
Washington, NC 27889
- Martha Matthews
140 East Main Street
Washington, NC 27889
- Elmo Carawan
114 N. Bonner Street
Washington, NC 27889
- Benjamin Clarke
116 Bonner Street
Washington, NC 27889
- Robin Turner
145 East Main Street
Washington, NC 27889
- Vickie Dotson
620 Duck Creek Rd
Washington, NC 27889
- St. Peters Episcopal Church
101 North Bonner Street
Washington, NC 27889

108 South Market Street

Install an Iron Handrail At Entrance

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 108 S. Market Street

Historic Property/Name (if applicable): _____

Owner's Name: Rodman Properties, LLC

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Rod iron painted black. Railing itself would be 1 1/4" wide.
Square post. Installed directly into brick/concrete. To be installed on right hand side.
Plan for work to be done by Matt Sipher.

No Expressions is current tenant.

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| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Pamlico Properties
(Name of Applicant - type or print)
222 Stewart Parkway, Suite 202 Washington, NC
(Mailing Address) (Zip Code) 27889
9/23/14 252-946-9808
(Date) (Daytime Phone Number)
[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

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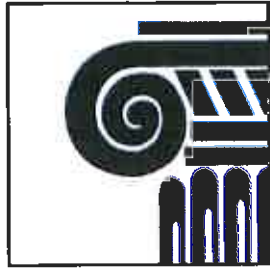












CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 108 South Market Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 108 South Market Street to install a iron handrail at the front entrance.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 7, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan

Community Development Planner

252-946-0897

jbrennan@washingtongov.com

Adjoining Property Owners: 108 S. Market Street

- Garry Keech
120 South Market Street
Washington, NC 27889
- South Market Properties, LLC
PO Box 668
Washington, NC 27889
- Wells Fargo Bank
PO Box 2609
Carlsbad, CA 92018
- Warren Smith
601 Shorewood Dr.
Washington, NC 27889
- Josephine Nobles
600 Winged Foot Ct
New Bern, NC 28562
- Chris Furlough
PO Box 818
Washington, NC 27889

324 East Second Street

**Construct New Garage and Install Privacy
Fence at Rear of Property**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NCTo: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 324 E SECOND ST

Historic Property/Name (if applicable): _____

Owner's Name: MATTHEW + ANNE WILLARDLot Size: 55 feet by 210 feet.
(width) (depth)

Brief Description of Work to be Done:

CONSTRUCT A 24'-0" x 40'-0" GARAGE/LIVING AREA - SEE ATTACHED PLAN
EXTERIOR FINISHES WILL BE PAINTED HARD PLANK AND ARCHITECTURAL
SHINGLES TO MATCH EXISTING HOUSE LOCATED AT 318 E SECOND ST.
ALSO ATTACHED IS GARAGE DOOR AND WINDOW SPECIFICATIONS.

ONE TREE WILL NEED TO BE REMOVED ON THE FRONT OF THE PROPERTY.
CONSTRUCT 6 foot fence around rear yard/side yard

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

SEAN HOLTON
(Name of Applicant - type or print)

1109 W 5TH ST WASHINGTON 27889
(Mailing Address) (Zip Code)

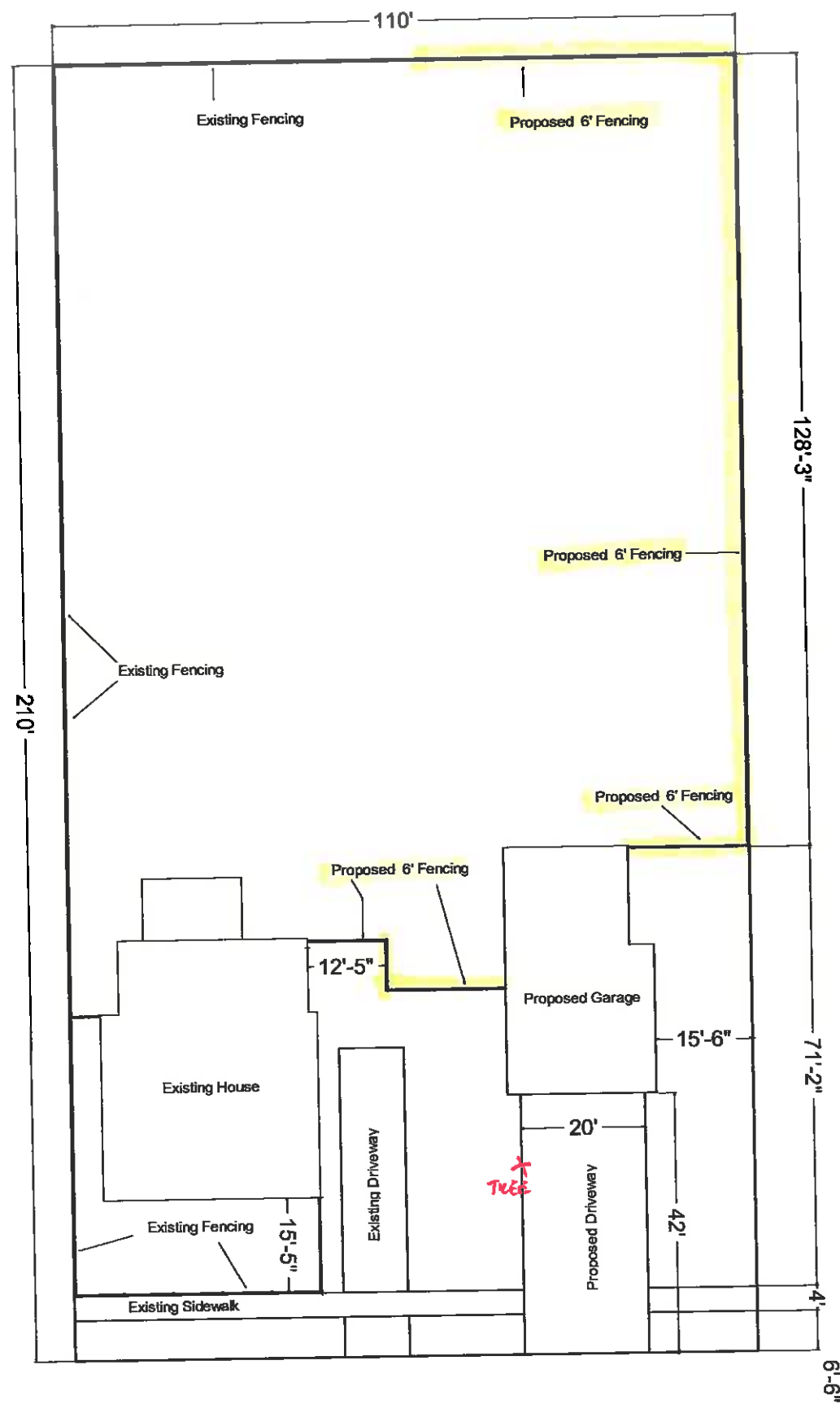
9-15-14 352-633-9078
(Date) (Daytime Phone Number)

[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

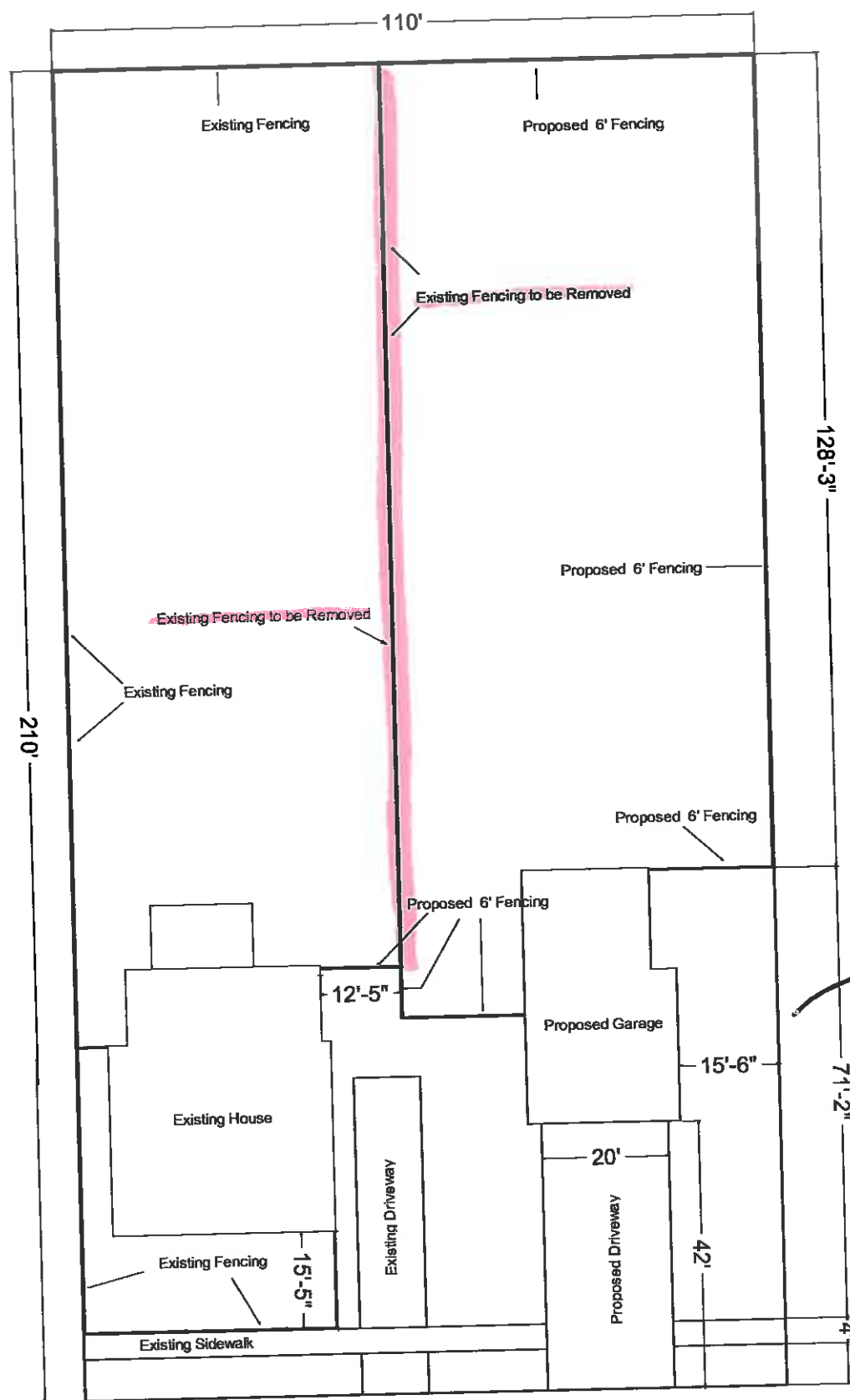
(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.



Site Plan - Not to Scale

| SHEET: S-1 | SCALE: NTS | DATE: 9-23-14 | DRAWINGS PROVIDED BY: Horton Contractors, Inc | PROJECT DESCRIPTION: Matthew & Anne Willard 318 E Second St. | SHEET TITLE: Site Plan | <table><tr><th>NO.</th><th>DESCRIPTION</th><th>BY</th><th>DATE</th></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr></table> | NO. | DESCRIPTION | BY | DATE | | | | | | | | | | | | | | | | |
|----------------------|---------------|------------------|---|--|----------------------------------|--|-----|-------------|----|------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| NO. | DESCRIPTION | BY | DATE | | | | | | | | | | | | | | | | | | | | | | | |
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Site Plan - Not to Scale

*Annex
no
fencing*

*currently
no
fencing*

SHEET:
S-1

SCALE:
NTS

DATE:
9-23-14

DRAWINGS PROVIDED BY:
Horton Contractors, Inc

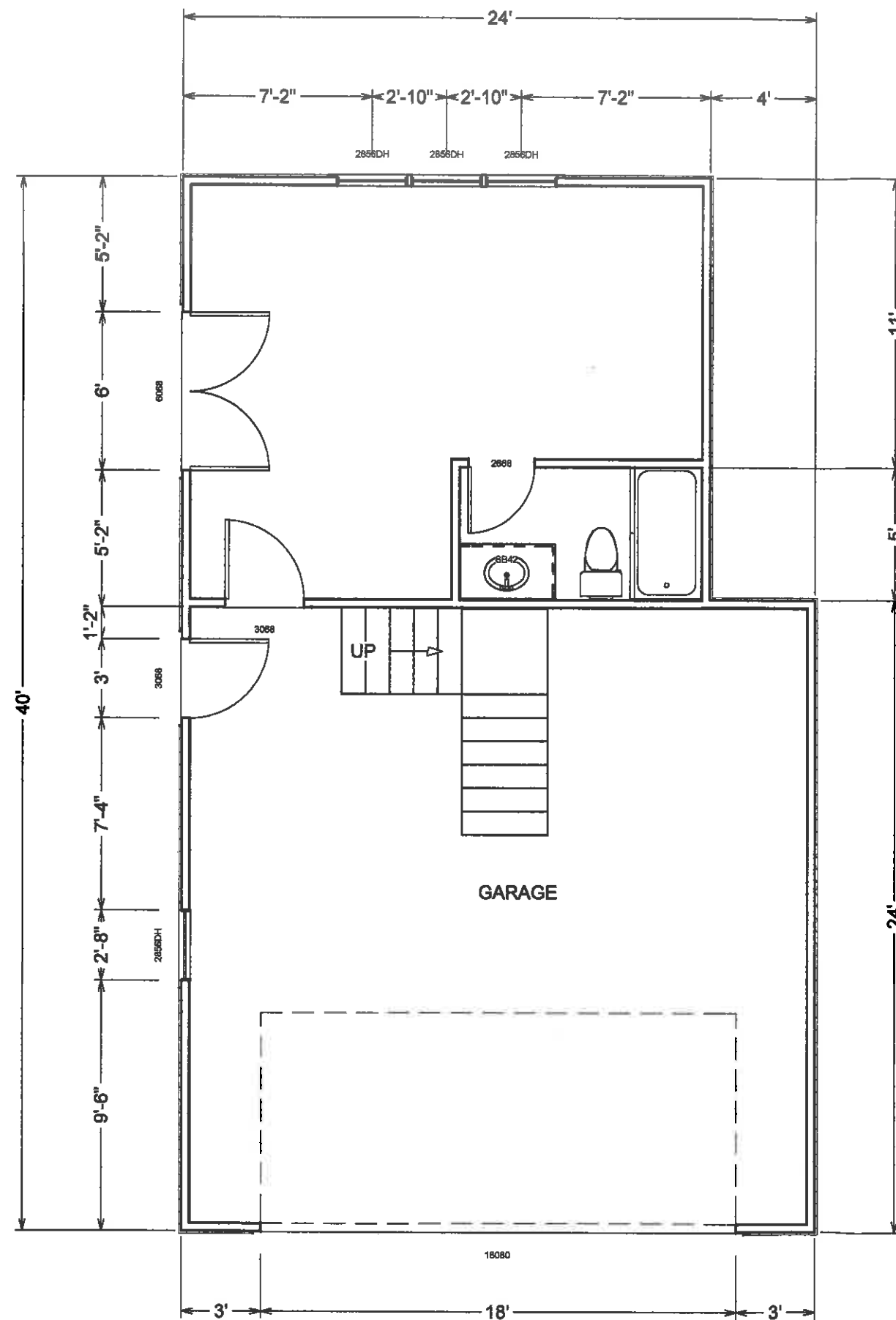
PROJECT DESCRIPTION:
Matthew & Anne Willard
318 E Second St.

SHEET TITLE:
Site Plan

| NO. | DESCRIPTION | BY | DATE |
|-----|-------------|----|------|
| | | | |
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Matthew & Anne Willard
Garage Plan
318 E Second St.





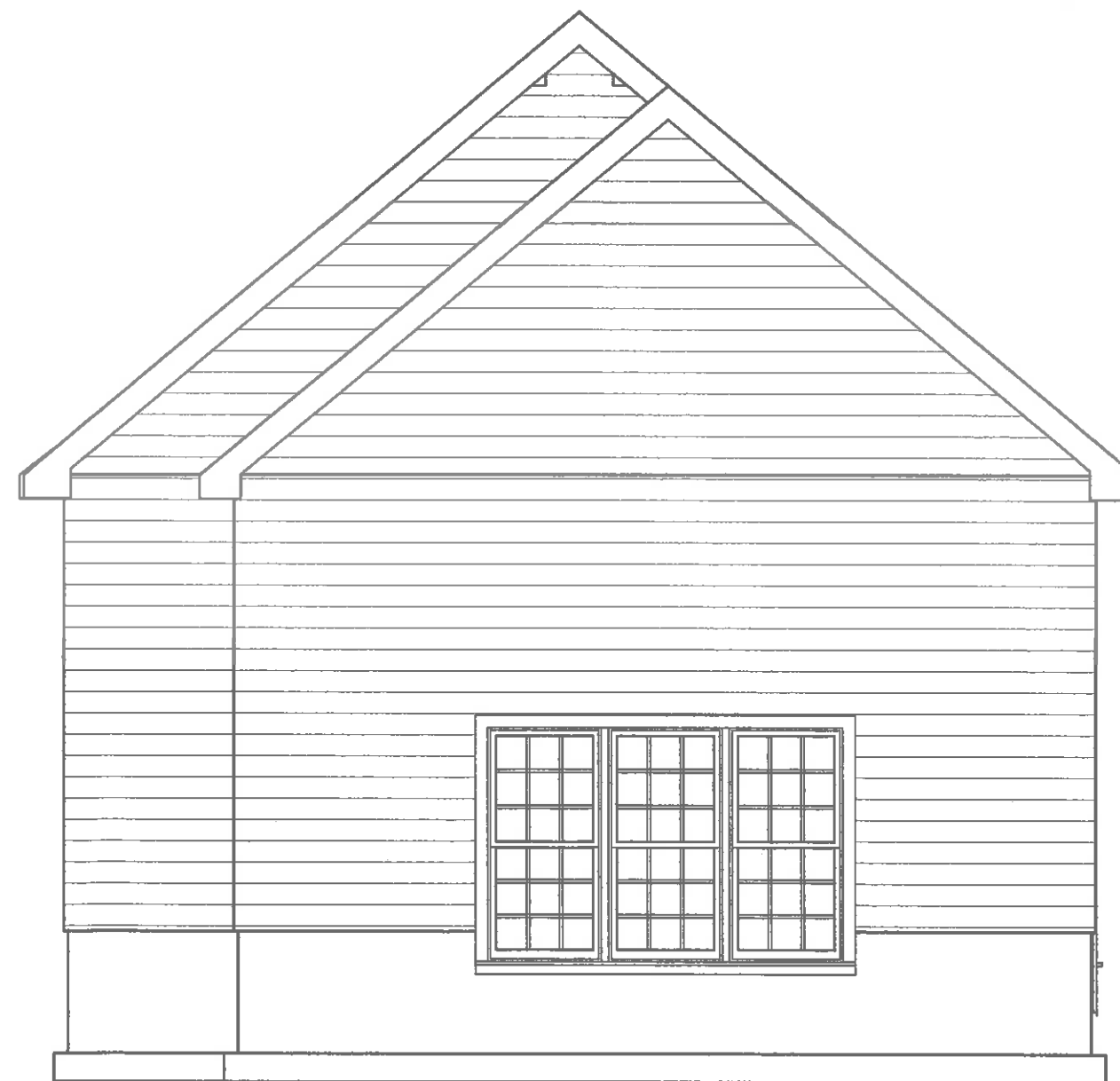
Floor Plan

Plan Specs:

Hardiplank Siding - Painted to match existing house.
 Shingle - 30 YR Architectural - Color to be selected
 Vaulted Ceiling in the Living Room
 Carriage Style Garage Door
 Hardwood Flooring in Living Room
 Ceramic Tile for Bathroom Flooring
 One Piece 4' Shower Unit



Front Elevation



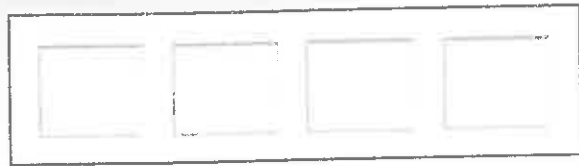
Rear Elevation



Left Side Elevation

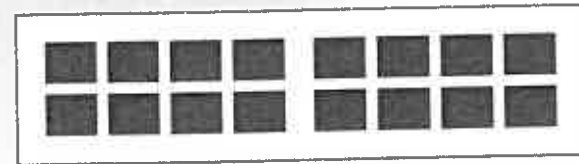


Right Side Elevation



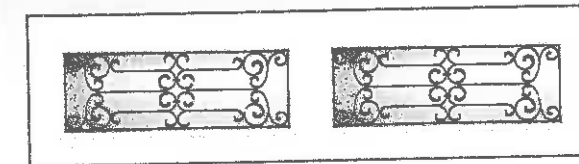
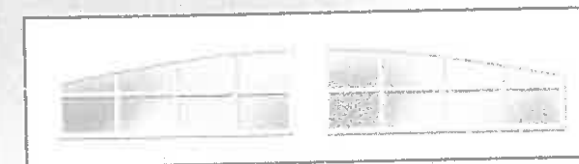
Solid Top Sections

Solid top sections in rectangular, square and arch designs provide more design options to complement new home styles.



Faux Top Sections

"Faux" top sections create the illusion of a window by using a solid dark gray steel background with arch, square and rectangular grille overlays. Provides added security while creating the appearance of a real window.



Glazed Top Sections

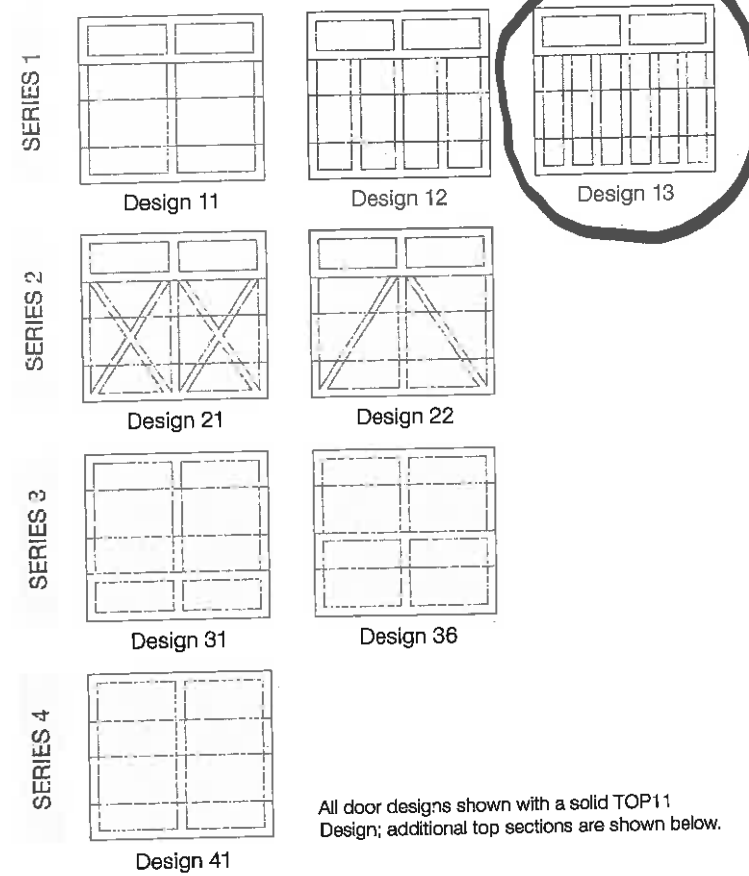
Glazed top sections in clear or obscure glass and snap-in grilles create square and rectangular designs. Wrought Iron windows feature a black iron-look design on a "seeded" look acrylic that provides an Old World European style to complement light fixtures, entry doors and other decorative features.

Glazed top sections (windows) NOT available in 15'0" and 15'6" width doors.

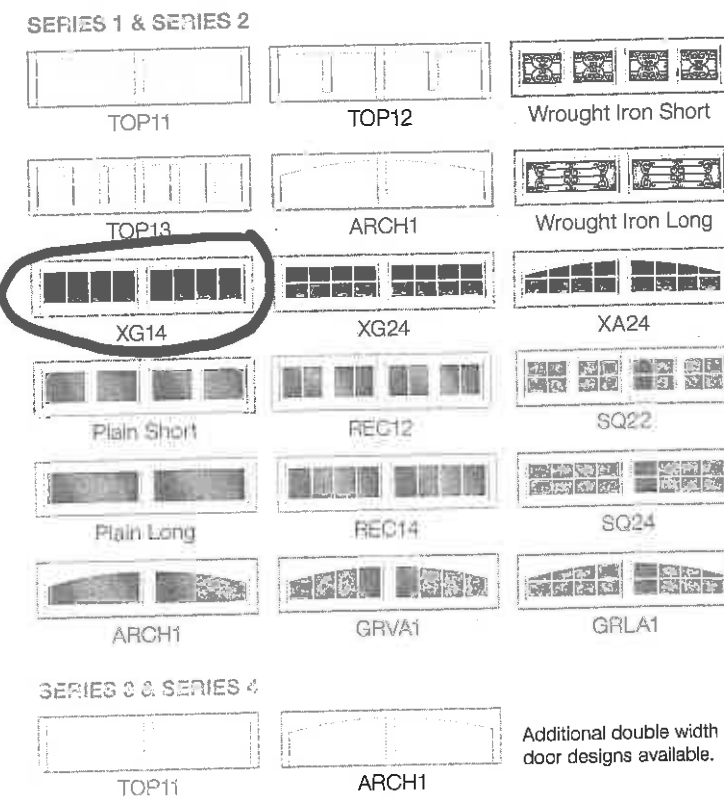
Note: All glazed top sections available up to WindCode® W1. Short glazed top sections, SQ22, Plain Short and Wrought Iron (WIS) available up to WindCode® W6.

Contact your local dealer for door width restrictions.

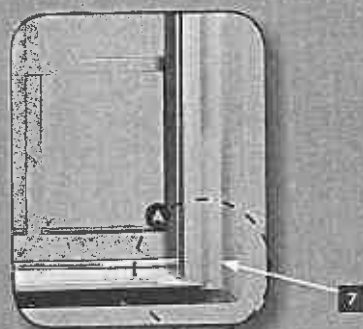
Door Designs



Top/Window Sections



2200 DOUBLE HUNG



EXTERIOR DETAIL

STANDARD FEATURES

- 1 Maintenance-free multi-chamber PVC construction
- 2 Fully fusion welded sash and frame for superior structural strength
- 3 Both sash tilt in and remove for safe and easy cleaning of exterior glass
- 4 Energy-efficient warm edge insulating glass
- 5 2 1/4" frame depth, ideal for new construction applications
- 6 T-bar assembly in upper sash helps ensure a square installation and enhances energy efficiency
- 7 Integral 1 1/4" siding pocket which saves time and expense on siding installations
- 8 Integral interlock system provides protection against air infiltration and makes window more secure
- 9 Double weatherstripped sash provides extra protection against dust, dirt, and noise
- 10 Integral lift handles makes opening windows easier
- 11 Interior and exterior accessory groove

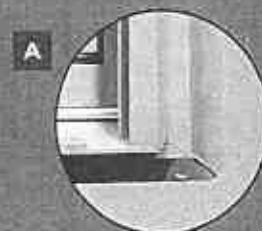


2200 double hung vinyl windows come with our standard simple tilting sash system allowing homeowners to tilt in both sash for safe cleaning of exterior glass.

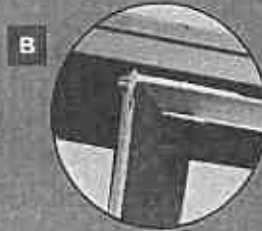


PLY GEM BUILDER SERIES 2200 WINDOWS HAVE BEEN GREEN APPROVED BY THE NAHB RESEARCH CENTER.

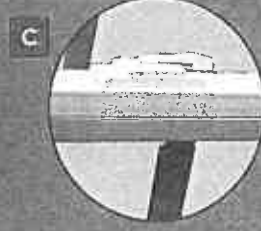
This means you can be assured that PLY Gem Builder Series 2200 windows comply with the green building practices of the National Green Building Standards. Visit www.greenapproved.org for more details.



Integral 1 1/4" siding pocket which saves time and expense on siding installations



Fully fusion welded sash and frame for superior structural strength

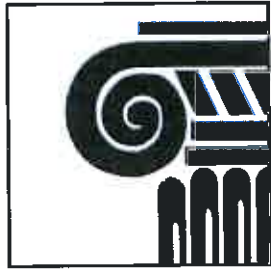


Integral interlock system provides protection against air infiltration and makes window more secure









CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 324 East Second Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 324 East Second Street to construct a new garage and install a fence around the rear yard.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 7, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtongov.com

Adjoining Property Owners: 324 East Second Street

- Paul Arnold
222 East Second Street
Washington, NC 27889
- Doris Anne Schneider
323 East Second Street
Washington, NC 27889
- First Baptist Church
113 N. Harvey Street
Washington, NC 27889
- Andrew Oliver
7530 Hurstourne Green Dr.
Charlotte, NC 28277
- First Christian Church
401 East Second Street
Washington, NC 27889

710 West Main Street

**Construct New Screen Porch at Rear of
Property, Replace Several Windows on
Rear of Property, and Remove Two
Chimney's From Property**

A.4.2

CITY OF WASHINGTON
HISTORIC PRESERVATION COMMISSION
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Date 24 September 2014

Fee _____

A: Information on Structure Under Consideration

Address: 710 W Main Street, Washington, NC 27889

Current Owner: Rod S Silverman, MD and Jan C Silverman

Tax Parcel Number: 5675-59-8477

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Dept. at 975-9383. Has a Building Permit been obtained? YES _____ NO x N/A _____.

B: Information on Person Making Application

Name: MBF Architects, PA

Address: 317-C Pollock Street

City: New Bern State: NC Zip: 28560 Phone: 252.637.6373

C: Proposed Changes to Structure

I (We) respectfully request a Certificate of Appropriateness be issued in accordance with the City of Washington Zoning Ordinance for the following reason: (details of the proposed project)

An addition of a screened porch to the rear/tertiary elevation of the structure in accordance with chapter 5.3.1 Additions Guidelines. Removal and replacement of existing windows on the rear/tertiary elevation of the structure with new windows that are the same proportion as existing windows with matching sash, sills, frames, casings, and muntin patterns in accordance with paragraph 3.4.11. Lastly, removal of (2) non-functioning chimneys that are located on the rear of the structure.

D: I (We) understand approved requests are valid for one year.

Note: Applicants, and/or their agents or parties of interest are prohibited from any contact in relation to this matter with Historic Preservation Commission members prior to the public hearing.

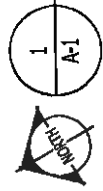
FOR OFFICE USE ONLY:

| ACTION | DATE |
|---|-------|
| <input type="checkbox"/> Approved | _____ |
| <input type="checkbox"/> Approved with Conditions | _____ |
| <input type="checkbox"/> Denied | _____ |
| <input type="checkbox"/> Withdrawn | _____ |
| <input type="checkbox"/> Staff Approval | _____ |

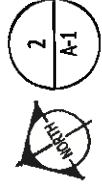
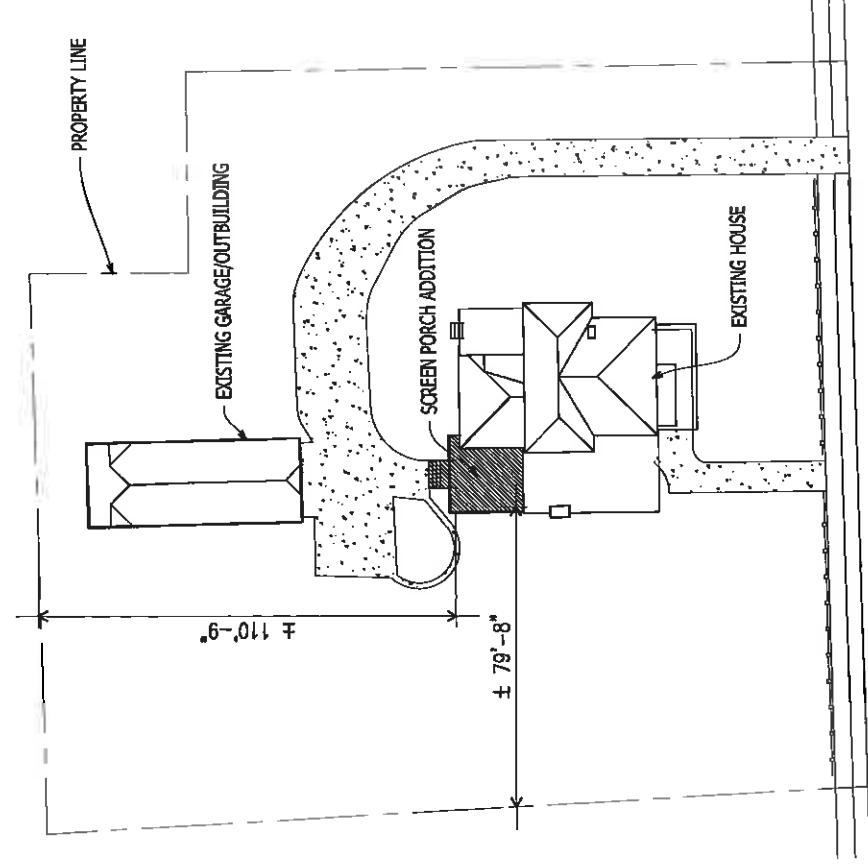
Respectfully Submitted,



Signature



EXISTING SITE PLAN
Scale: 1/32" = 1'-0"



PROPOSED SITE PLAN
Scale: 1/32" = 1'-0"

| | | |
|---|---|--|
| RESIDENCE ADDITION & REOVATION 710 W MAIN STREET WASHINGTON, NC 27889 ROD S. SILVERMAN, MD & JAN C. SILVERMAN | MBE ARCHITECTS, P.A. 100 W. MAIN STREET SUITE 200 WASH. NC 27889 TEL: 336.627.2354 WWW.MBEARCHITECTS.COM | EXISTING AND PROPOSED SITE PLAN A-1 DATE: 24 SEPT 2014 |
|---|---|--|



1
A-2

EXISTING SOUTHWEST ELEVATION

FRONT ELEVATION - NO CHANGE

NOT TO SCALE




2
A-2

EXISTING SOUTHEAST ELEVATION

NO CHANGE

NOT TO SCALE

| | | |
|---|---|--|
| RESIDENCE ADDITION & REOVATION 710 W MAIN STREET WASHINGTON, NC 27889 ROD S. SILVERMAN, MD & JAN C. SILVERMAN |  MBFA PROJECT, PA 2124 Hildred Street Durham, NC 27603 www.mbfaelections.com Tel: 252.437.4359 Fax: 252.437.4358 | EXISTING ELEVATIONS A-2 DATE: 24 SEPT 2014 |
| MBFA Job#: 1411 | | |



RAISE DOOR TO ACCOMMODATE
RAISED INTERIOR FLOOR -
DEMOLISH EXISTING STEPS AND
REPLACE WITH BRICK STEPS

REMOVE EXISTING
CASEMENT WINDOW

REMOVE DOOR, STOOP, STEPS,
AWNING

1
A-3

EXISTING NORTHEAST ELEVATION
NOT TO SCALE



2
A-3

EXISTING NORTH CORNER
NOT TO SCALE

RESIDENCE ADDITION & REOVATION
710 W MAIN STREET
WASHINGTON, NC 27889
ROD S. SILVERMAN, MD & JAN C. SILVERMAN

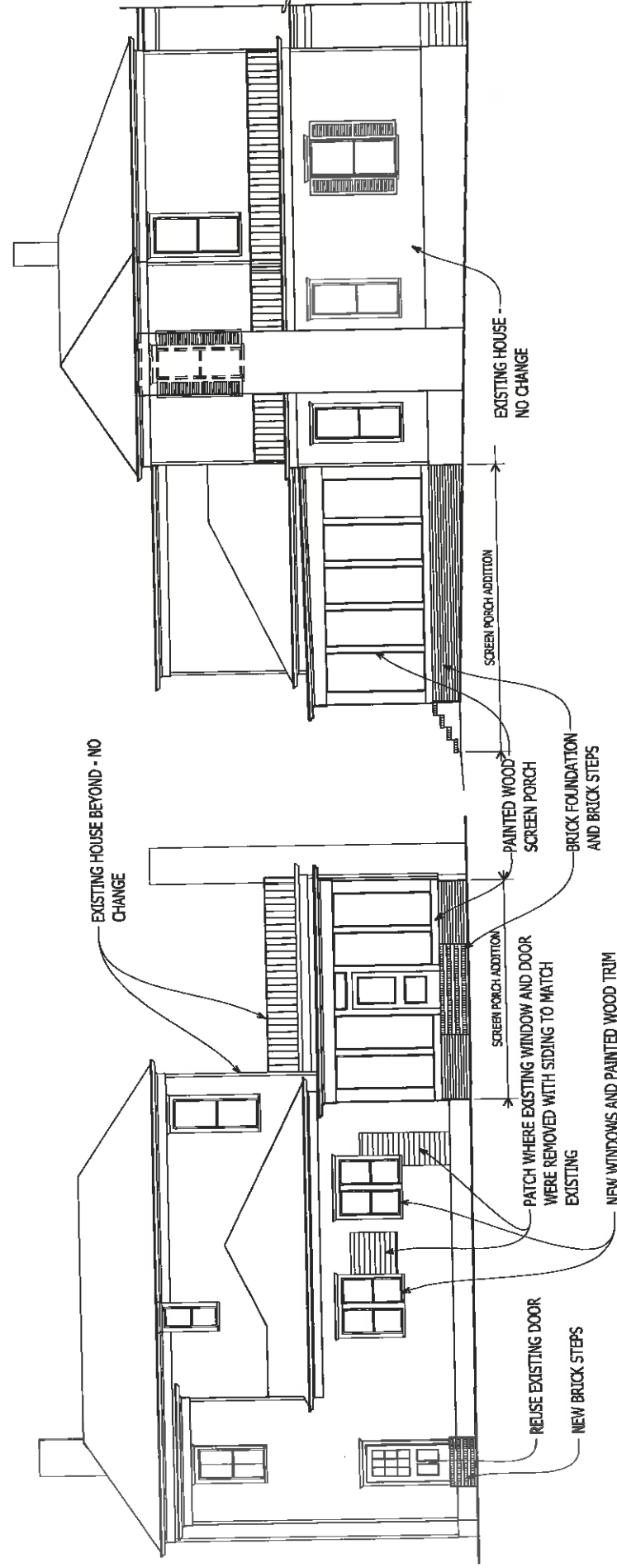
MBF ARCHITECTS, PA
1204 N. HARRIS STREET
SUITE 200
RICHMOND, NC 28806
PI 352.537.2816
WWW.MBFARCHITECTS.COM

EXISTING REAR ELEVATIONS

A-3

MBFA Job#: 1411

DATE: 24 SEPT 2014



PROPOSED NORTHEAST ELEVATION
Scale: 1/8" = 1'-0"

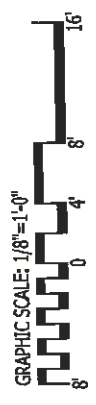
2
A-4 REAR


PROPOSED NORTHEAST ELEVATION
Scale: 1/8" = 1'-0"

1
A-4 REAR



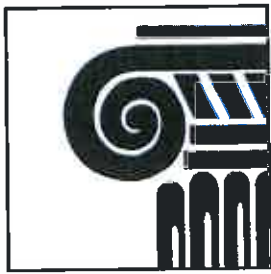
EXISTING WINDOWS
NOT TO SCALE



| | |
|---|--|
| RESIDENCE ADDITION & REOVATION 710 W MAIN STREET WASHINGTON, NC 27889 ROD S. SILVERMAN, MD & JAN C. SILVERMAN | PROPOSED ELEVATIONS  MBE ARCHITECTS, PLLC 2324 BAYVIEW STREET NEW BERN, NC 28558 TEL: 252.437.4373 WWW.MBEARCHITECTS.COM |
| MBFA Job#: 1411 | DATE: 24 SEPT 2014 |







CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 710 West Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 710 West Main Street to construct a screen porch at the rear of the property, replace windows on the rear façade and remove two chimneys from the property.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 7, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtongov.com

Adjoining Property Owners: 710 W. Main Street

- Christopher Collier
124 Washington Street
Washington, NC 27889
- Picott Harrington
718 W. Main Street
Washington, NC 27889
- Thermal Barriers Southwest
1803 Reedsford Rd.
Clinton, NC 28328
- Robert Martin
712 W. Second Street
Washington, NC 27889
- Robert Dedrick
717 West Second Street
Washington, NC 27889
- Ronald Nowaczyk
711 Ridge Rd
Clarion, PA 16214
- Thomas Sloan
705 West Second Street
Washington, NC 27889
- Mark Kucas
107 Benedum Place
Cary, NC 27518
- Janet Bradbury
715 W. Main Street
Washington, NC 27889
- Frederick Scales
713 W. Main Street
Washington, NC 27889
- Robert Diefendorf
709 W. Main Street
Washington, NC 27889

- Maggie Poston
705 West Main Street
Washington, NC 27889
- Seth Laughlin
701 West Main Street
Washington, NC 27889

189 West Main Street

**Construct Covered Deck at Rear of
Property, Change Several Doors To
Windows, and Construct Roof Deck**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 189 W. MAIN ST., WASHINGTON, NC

Historic Property/Name (if applicable): FOWLE BUILDING

Owner's Name: NEW VISION PARTNERS, LLC

Lot Size: 60 ft (width) feet by 130 (depth) feet.

Brief Description of Work to be Done:

Primarily Interior Upfit of first floor. Adding covered
deck in back. Change some existing doors to
Windows to match existing. Creating Rooftop
Lounge/Deck (Uncovered). Stair + elevator Shafts
will extend through roof but wont be visible from
Sidewalk across W. MAIN ST.

metal roof material

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

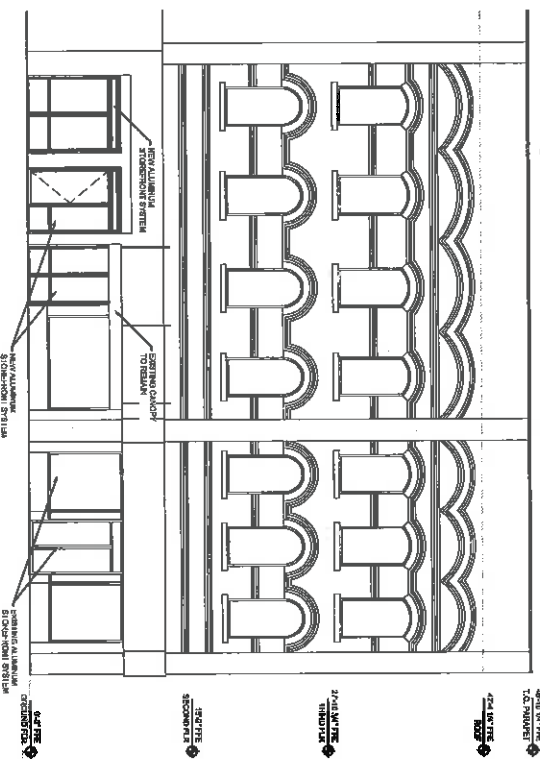
New Vision Partners, LLC
(Name of Applicant - type or print)
13016 SAXON WAY, RALEIGH, NC 27613
(Mailing Address) (Zip Code)
9/24/14 919-810-9571
(Date) (Daytime Phone Number)
[Signature], Managing Member
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

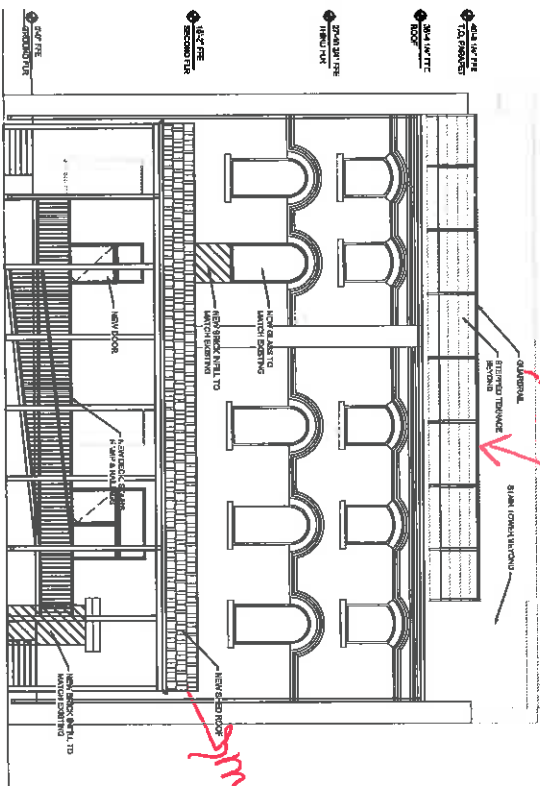
(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

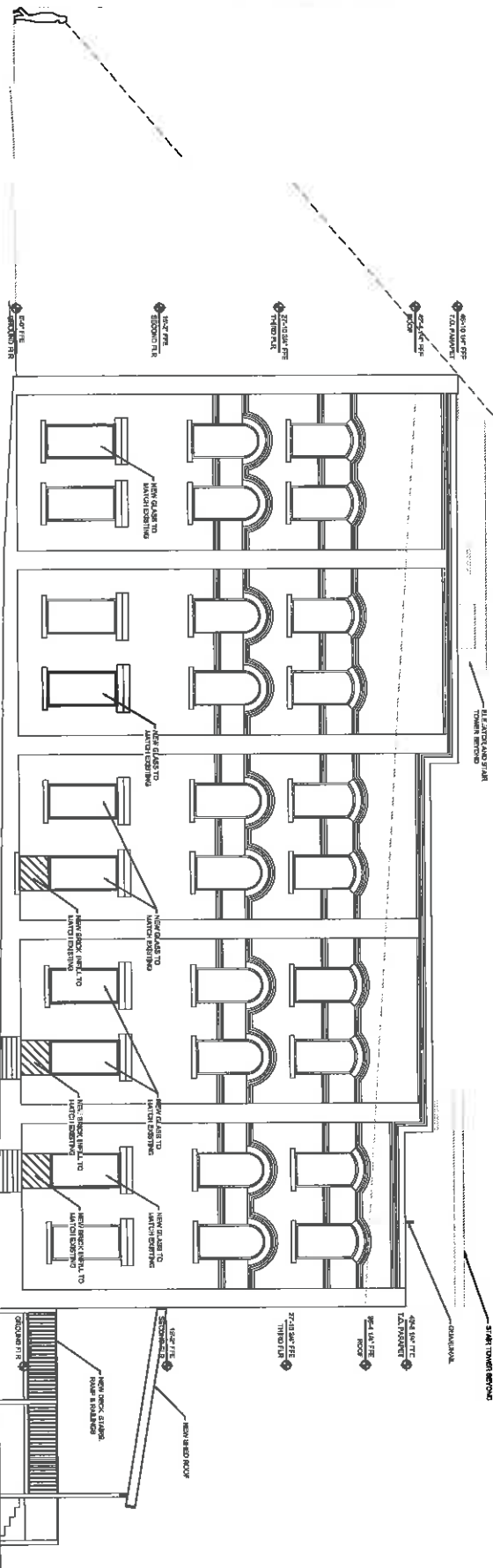
Roof deck information?



1 NEW WORK AT NORTH ELEVATION



2 NEW WORK AT SOUTH ELEVATION



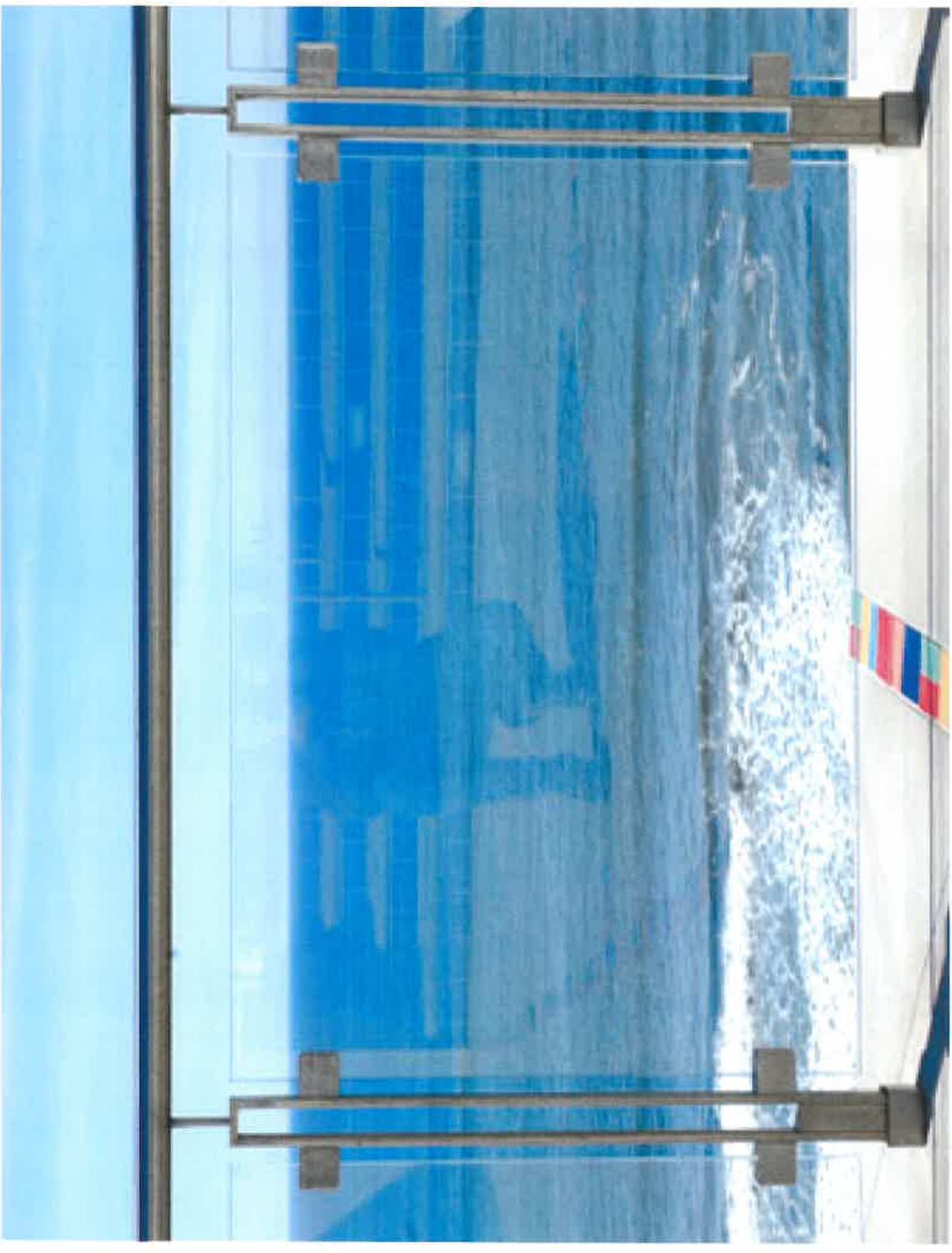
3 NEW WORK AT EAST ELEVATION

all
pr
12/10/11?

PRELIMINARY

| | | | |
|---------------------|-------|---------------------------------|----------|
| Project Name | | 189 WEST MAIN STREET | |
| Project Address | | WASHINGTON, NC | |
| Project Description | | EXTERIOR ELEVATIONS NEW WORK | |
| Drawn By | JMF | Checked By | JMF |
| Designed By | JMF | Approved By | JMF |
| Project # | 10000 | Date | 08/01/11 |
| No. | 1 | Revised | 2 |
| Sheet 2 of 2 | | A3.2 | |

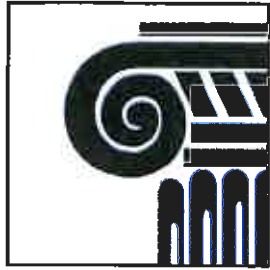












CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 189 West Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 189 West Main Street to add a covered deck at the rear of the property, change several door to windows and create a rooftop deck on the property.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the reularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday October 7, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtongov.gov

Adjoining Property Owners: 189 W. Main Street

- Elizabeth Morton
414 West Main Street
Washington, NC 27889
- The George Inn LLC
c/o Milton Kirkland
4140 Mendenhall Parkway
High Point, NC 27265
- Sharon Williams
PO Box 2165
Washington, NC 27889
- Randall Walker
PO Box 2632
Washington, NC 27889
- PGML LLC
107 Island Lane
Washington, NC 27889
- Melton Everett
231 East Main Street
Washington, NC 27889
- Wolf Enterprises LLC
19245 Fishburne Dr
Spring Hill, FL 34610
- Ruth Schmitt
202 West Main Street
Washington, NC 27889
- Friedman-Ravenwood, LLC
401 Moss Landing
Suite 301
Washington, NC 27889
- Betty Ingalls
PO Box 1386
Washington, NC 27889
- Thomas Czuhai
24 Somerset Lane
Stafford, VA 22554

- L Thomas Properties, LLC
201 Wesley Road
Greenville, NC 27858
- Jerry Evans
162 W. Main Street
Washington, NC 27889
- Benjamin Woolard
PO Box 36
Washington, NC 27889

MINOR WORKS

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 130 Van Norden St. Apt. 1

Historic Property/Name (if applicable): _____

Owner's Name: (property management) George Lilley (252) 217-4828

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Dish Network sat. installed.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

David Barnes
(Name of Applicant - type or print)

130 Van Norden St. Apt 1 27989
(Mailing Address) (Zip Code)

9/25/14 (252) 944-6762
(Date) (Daytime Phone Number)

David Barnes
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 722 W Main St.

Historic Property/Name (if applicable): _____

Owner's Name: Ed Zubin

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

- (1) Replace upstairs unit (Gas Furnace & AC)
- (2) Change out Package Gas Pack (downstairs)
- (3) Change out Gas Furnace & AC (downstairs)

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| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Advanced Air Solutions Systems, Inc.
(Name of Applicant - type or print)
1809 Corsica Rd. 27889
(Mailing Address) (Zip Code)
9/17/14 252-946-6474
(Date) (Daytime Phone Number)
[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

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APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 227 Res North Respers st washington NC

Historic Property/Name (if applicable): _____

Owner's Name: Steve Horn Senior

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Changing Air Handler and line set Condensor

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

| Office Use Only | |
|--|------------------------|
| (Date Received) | (Initials) |
| ACTION | |
| <input type="radio"/> Approved | _____ |
| <input type="radio"/> Approved with Conditions | _____ |
| <input type="radio"/> Denied | _____ |
| <input type="radio"/> Withdrawn | _____ |
| <input type="radio"/> Staff Approval | _____ |
| (Date) | (Authorized Signature) |

Pitt Heating & Air Inc
(Name of Applicant - type or print)

306 Scottish Ct Greenville NC 27858
(Mailing Address) (Zip Code)

9-23-14 (252) 717-0578
(Date) (Daytime Phone Number)

[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.